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ONTARIO DEPARTMENT OF EDUCATION

ROMAN CATHOLIC SEPARATE SCHOOL BOARD

WINTER COURSE in ART ... elementary ... intermediate part one ... sponsored by the DUFFERIN-PEEL COUN

ST. THOMAS MORE SCHOOL ... **3270 Tomken Road, Mississauga** ... **lectures** ... ART IN EDUCATION ... HISTORY OF ART ... **workshops** ... PICTURE MAKING ... painting ... drawing ... print making ... puppetry ... paper techniques ... sculpture ... weaving ... enamelling ... DESIGN ... batik ... **a certificate in ART**

Wednesday evenings 6:30 to 9:30

WINTER COURSE IN ART

ELEMENTARY AND INTERMEDIATE PART ONE

DUFFERIN-PEEL COUNTY ROMAN CATHOLIC SEPARATE SCHOOL BOARD

1971 - 1972

ORIENTATION BULLETIN

ST. THOMAS MORE SCHOOL

3270 Tomken Road, Mississauga

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welcome

Welcome to the Ontario Department of Education Winter Course in Art, sponsored by the Dufferin-Peel County Roman Catholic Separate School Board.

The format of this Orientation Bulletin and the basic organization of the course correspond with other summer and winter Department courses in art.

Teachers may enrol in either the Elementary or the Intermediate Part One course once they have received admittance from the Dufferin-Peel County Roman Catholic Separate School Board. Intermediate Part One teachers must have successfully completed the Elementary course in art. The Ontario Department of Education will grant certification for these courses only when a teacher holds a valid teaching certificate. Teachers can only receive a certificate for one Department of Education course per Winter.

A choice of work units is available to all teachers. Every effort will be made to give you the units you want most. However, no guarantee can be given that you will be able to register in all the units of your choice. Please bear in mind that this is first and foremost an Art Course and all the units are planned to acquaint the teachers with a philosophy of art education and to provide assistance with certain basic skills. While some units are focused on specific grade levels, even these can be adapted to suit the needs of teachers at any grade level.

Please make yourself familiar with the contents of this book.

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information for registration

SEPTEMBER 22, 1971

6:30 - 7:30 Report to the registration desks as signs direct.

(a) Please pay the balance of your course fee, making cheques payable to the Dufferin-Peel County Roman Catholic Separate School Board and dated not later than September 30, 1971.

(b) Obtain an Elementary or Intermediate Part One progress record card. Fill in the front side of the card. Please PRINT in INK in CAPITAL LETTERS. Applicants in Religious Orders should list both religious community name and lay name.

(c) Obtain a FORM A. Fill in the information required at the top.

(d) Obtain your ORIENTATION BULLETIN and read it carefully.

(e) Have your picture taken and identify yourself after the picture is developed.

(f) If time permits, acquaint yourself with the areas of the school which are to be used.

7:45 - 8:30 Assembly in Gymnasium 1.

8:30 - 9:00

(a) Enrol in one (1 only) workshop for the first cycle. Have the staff member initial your Form A for cycle One. Have the staff member write your name on his list.

On Subsequent evenings you will be given the opportunity to complete your enrolment for the remaining cycles.

(b) Everyone is automatically enrolled in either of the lecture units 121 or 122. There is, therefore, no need to "sign-up" for these classes.

LEAVE YOUR PROGRESS RECORD CARD AND YOUR FORM A AT THE OFFICE BEFORE YOU LEAVE THE BUILDING.

.....

information for registration

SEPTEMBER 22, 1971

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7:45 - 8:30 Assembly in Gymnasium 1.

8:30 - 9:00

(a) Enrol in one (1 only) workshop for the first cycle. Have the staff member initial your Form A for cycle One. Have the staff member write your name on his list.

On Subsequent evenings you will be given the opportunity to complete your enrolment for the remaining cycles.

(b) Everyone is automatically enrolled in either of the lecture units 121 or 122. There is, therefore, no need to "sign-up" for these classes.

LEAVE YOUR PROGRESS RECORD CARD AND YOUR FORM A AT THE OFFICE BEFORE YOU LEAVE THE BUILDING.

*****

..... information for registration continued .....

SUMMARY

Please do not leave yourself open to inconvenience or disappointment.

YOU ARE NOT REGISTERED IN THIS WINTER COURSE UNLESS, ON THE

ON THE EVENING OF SEPTEMBER 22, YOU HAVE DONE THE FOLLOWING:

1) Paid your fees. Cheques to be payable not later than September 30, 1971.

2) Obtained your student PROGRESS RECORD CARD, filled in the required information on the front, and RETURNED it to the office.

3) Obtained your FORM A, filled in the required information, initialled by one staff member and RETURNED it to the office.

4) Made sure your name is on the list of a staff member for cycle one.

5) Had your picture taken and identified it.

You are now prepared for Wednesday, September 29, when you will begin your first workshop unit at 6:30 p.m.

WINTER COURSE IN ART
DUFFERIN-PEEL COUNTY ROMAN CATHOLIC SEPARATE SCHOOL BOARD
1971 - 1972

form A

ELEMENTARY ☐
INTERMEDIATE 1 ☐

Office Use Only

NAME _____

HOME ADDRESS _____ TELEPHONE _____

SCHOOL _____ TELEPHONE _____

BOARD OF EDUCATION _____

GRADE LEVEL YOU TEACH _____

ELEMENTARY: Do you wish to take the "Picture Making and Programming" unit for the grade level listed above?

☐ YES

☐ NO, I want to take unit _____

INTERMEDIATE 1 : Do you wish to take a "Picture Making and Programming" unit this year?

☐ YES, I want to take unit _____

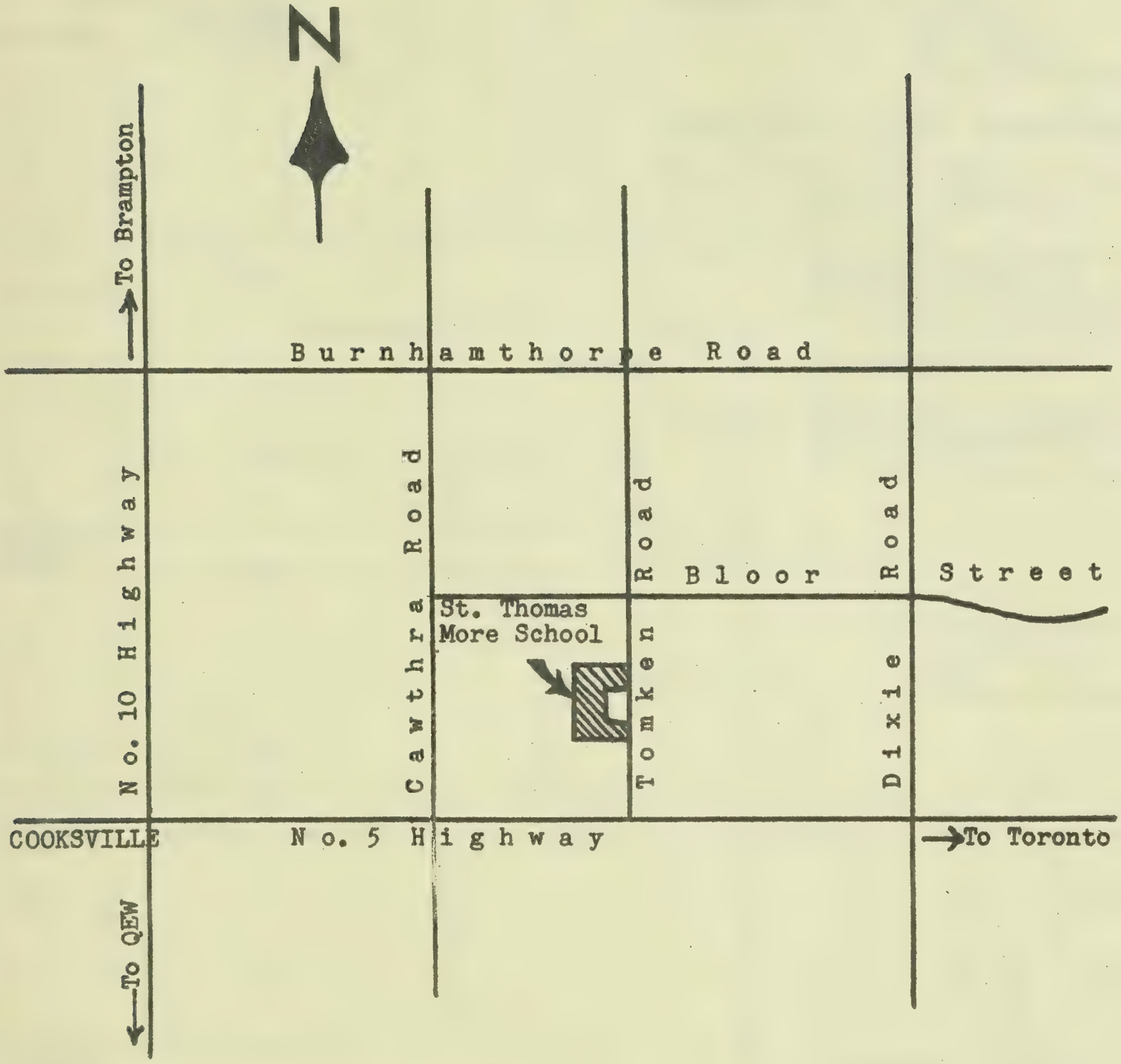
☐ NO

APPROVED TIMETABLE

Cycle	Staff Member	Unit No.	Unit Name	Room	Staff Initials
ONE					
TWO					
THREE					
FOUR					

TWO THREE	Mr. Martin	DP-121	Art in General Education	Gym 1	
TWO THREE	Mr.Macfarlane	DP-122	Introduction to Art History	Gym 2	

school location



room placement ...ST. THOMAS MORE SCHOOL

Gymnasium No. 1: Coffee
Smoking
Mr. Martin
General Assemblies

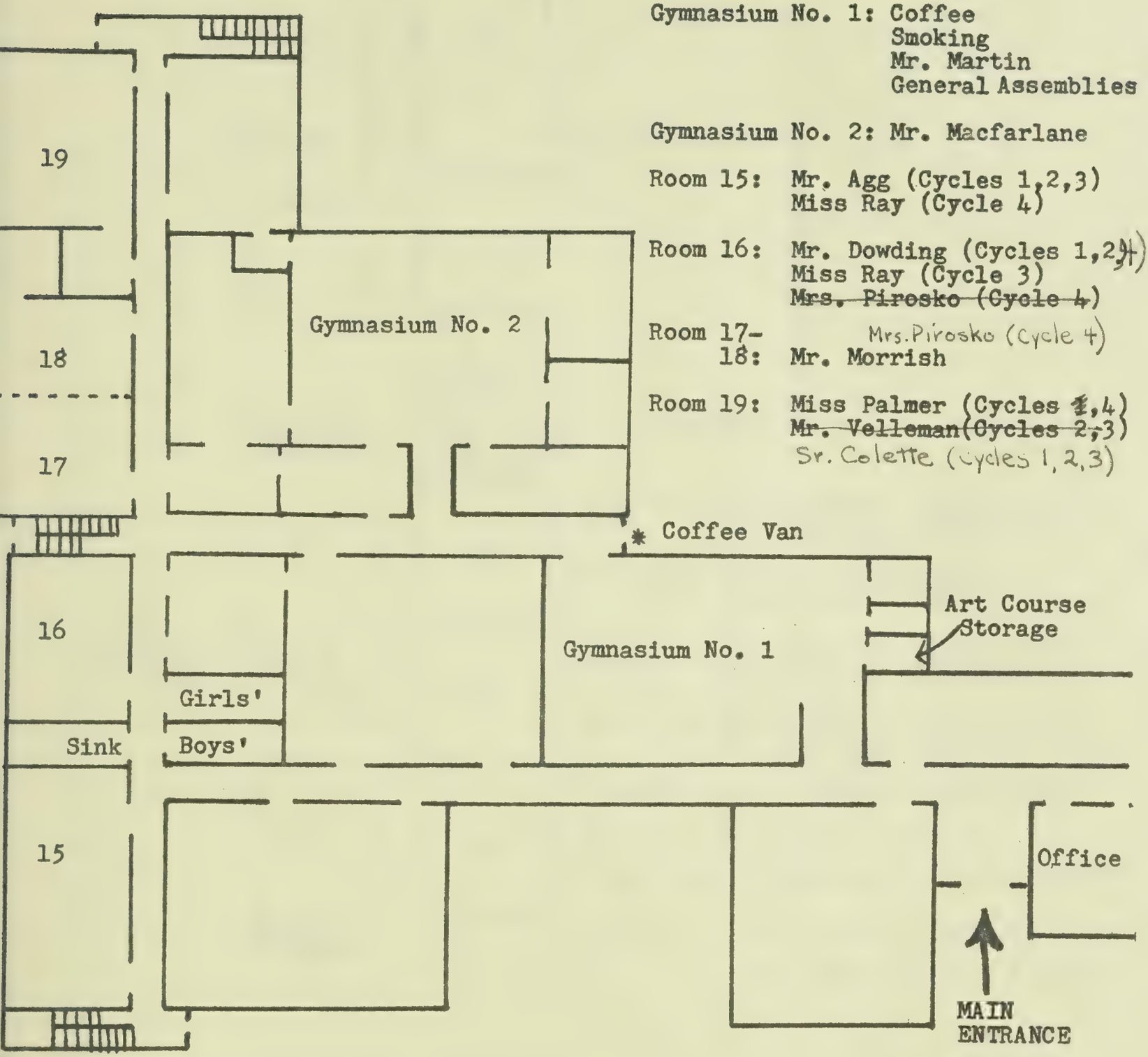
Gymnasium No. 2: Mr. Macfarlane

Room 15: Mr. Agg (Cycles 1,2,3)
Miss Ray (Cycle 4)

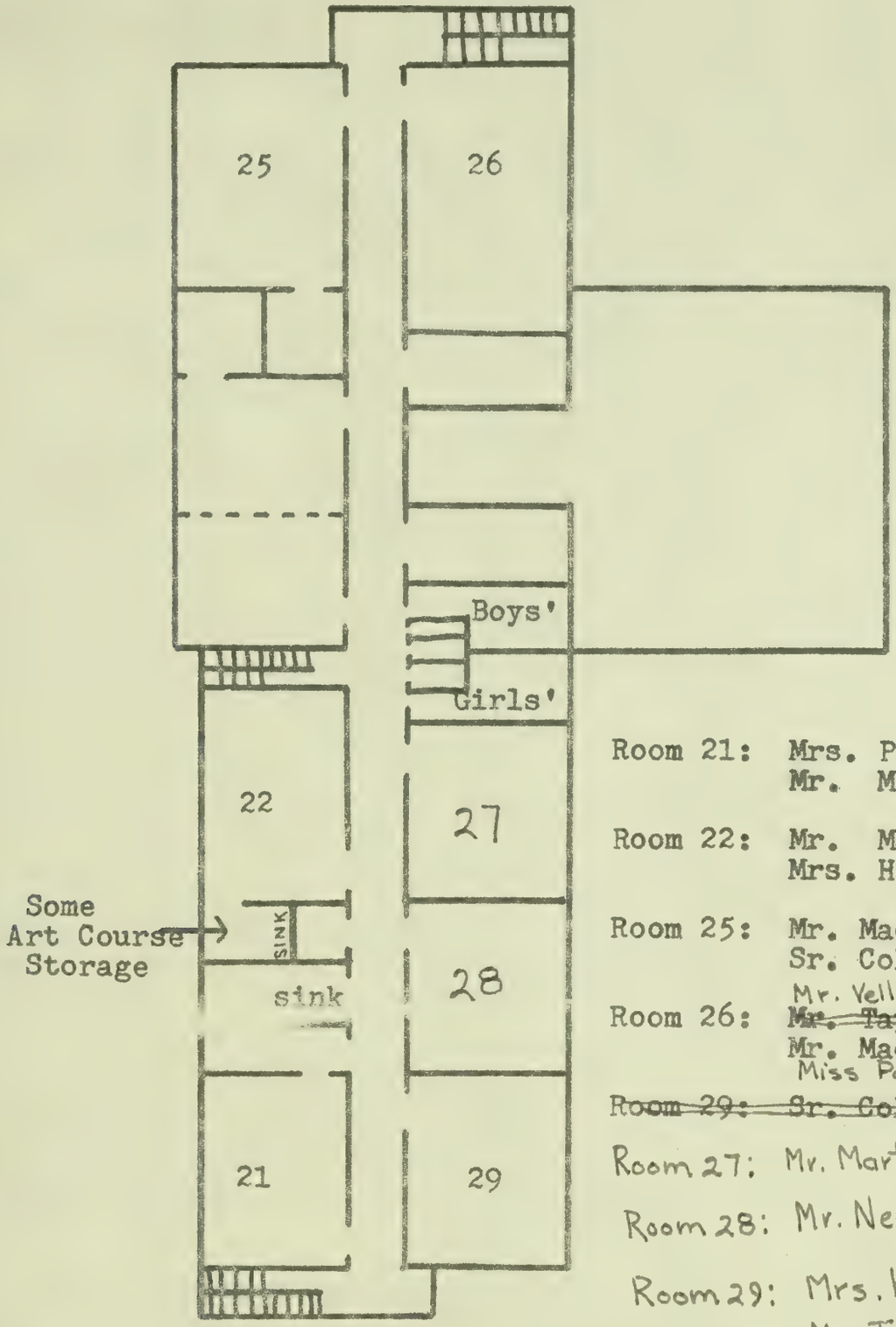
Room 16: Mr. Dowding (Cycles 1,2,4)
Miss Ray (Cycle 3)
~~Mrs. Pirosko (Cycle 4)~~

Room 17-18: Mrs. Pirosko (Cycle 4)
Mr. Morrish

Room 19: Miss Palmer (Cycles ~~1~~,4)
~~Mr. Velleman (Cycles 2,3)~~
Sr. Colette (Cycles 1,2,3)



MAIN FLOOR



Room 21: Mrs. Pirosko (Cycles 1,2,3)
Mr. Martin (Cycle 4)

Room 22: Mr. Martin (Cycle 1)
Mrs. Heeney (Cycles 2,3,4)

Room 25: Mr. Madokoro (Cycles 1,2,3)
Sr. Colette (Cycle 4)

Room 26: ~~Mr. Taylor~~ Mr. Velleman (Cycles 2,3)
Mr. Madokoro (Cycle 4)
Miss Palmer (Cycle 1)

~~Room 29: Sr. Colette (Cycles 1,3)~~

Room 27: Mr. Martin (Cycle 3)

Room 28: Mr. Newbigging (Cycle 1,2,3)

Room 29: Mrs. Heeney (Cycle 1)
Mr. Taylor (Cycles 2,3,4)

S E C O N D F L O O R

the staff

MRS. EVA NEWBIGGING, B.A., Art Teacher - Woodlands School, Peel County Board of Education.	PRINCIPAL
MR. JOHN AGG, Professional Craftsman, Terra Cotta, Ontario.	INSTRUCTOR
Sr. MARY COLETTE, B.A., Art Teacher, Holy Name of Mary High School.	INSTRUCTOR COUNSELLOR
MR. JOHN DOWDING, B.A., Head of Art Department, Lorne Park Secondary School, Peel County Board of Education.	INSTRUCTOR
MRS. JOYCE HEENEY, Art Teacher - St. Martin's School, Dufferin-Peel County R.C.S.S. Board.	COUNSELLOR
Mr. GORDON MacFARLANE, B.A., Co-Ordinator of Art, Peel County Board of Education.	LECTURER
MR. KENNETH MADOKORO, B.Ed., Formerly: Chairman of Unified Arts, Thistletown Middle School, Etobicoke Board of Education, Presently: Student - Sheridan College.	COUNSELLOR
MR. THOMAS MARTIN, B.A., B.Paed., Assistant Area Superintendent, Peel County Board of Education.	LECTURER COUNSELLOR
MR. WILFRID MORRISH, Art Teacher - St. Thomas More School, Dufferin-Peel County R.C.S.S. Board.	COUNSELLOR

.....

..... The Staff Continued .....

MISS JUDIE PALMER, COUNSELLOR
Classroom Teacher - Runningbrook Public School,
Peel County Board of Education.

MRS. MARGUERITE PIROSKO, COUNSELLOR
Formerly: Art Consultant,
Hamilton Separate School Board.

MISS MARGARET RAY, COUNSELLOR
Art Teacher - Central Peel Secondary School,
Peel County Board of Education.

MR. GRAHAM TAYLOR, INSTRUCTOR
Art Teacher - Mayfield Secondary School,
Peel County Board of Education.

MR. LEO VELLEMAN, INSTRUCTOR
Professional Puppeteer,
Toronto, Ontario.

MR. DEL NEWBIGGING, B.A. INSTRUCTOR
Head of Art Department,
Mayfield Secondary School,
Peel County Board of Education

the work of the staff

COUNSELLORS

The work of the counsellors is to relate art and craft activities to the general school programme, to assist the students to explore the various fields of art and to help these students acquire a sound pedagogy in the use of the activities explored.

INSTRUCTORS

The instructors have the task of helping the students to develop adequate technical skill in the production of well designed art forms. They are not responsible for information about pedagogy.

LECTURERS

The lecturers deal with their own specialized fields and give philosophical form to the questions under discussion. They deal also with problems connected with their special fields which are brought before them by the students.

The principal and staff will be pleased to discuss with the students problems relating to their Winter Course programme.

the units of work

DP-100 Picture-Making Programming (K & Primary)

A study will be made of art activities and techniques suitable for pupils at these levels. The relationship of art to the general kindergarten programme and to the programme at the primary level will receive attention. Emphasis will be placed upon picture-making.

Cycle 1,3 — Mr. Thomas Martin
Cycle 1 Room 22
Cycle 3 Room 27

DP-101 Picture-Making - Programming (Primary)

A Study will be made of art activities and techniques suitable for the primary grades. Theory and practice will emphasize picture-making and the development of the basic art programme.

Cycles 1 and 3 — Mrs. Marguerite Pirosko
Room 21

DP-103 Picture-Making - Programming (Junior)

This unit will deal with picture making in the junior grades. Areas of discussion and practice will include programming, methods, individual and group activity, the handling of basic art materials and a study of design as applied to picture-making. Emphasis will be placed on the programme at the grade 4 to 6 level.

Cycle 2 — Mrs. Marguerite Pirosko
Room 21

DP-105 Picture-Making and Programming (Intermediate)

This unit will deal with picture-making in the intermediate grades. Areas of discussion and practice will include programming methods, individual and group activity, the handling of basic art materials and a study of design as applied to picture-making. Emphasis will be placed on the programme at the grade 7 to 9 level.

Cycle 1 — Mr. Kenneth Madokoro
Room 25

.....

DP-109 Introductory Painting

In this unit the students will explore the elements of design in relation to the composition of paintings. Various styles, including realistic, abstract, non-objective, optical and hard edge, will be explored and related to the practical problems. The medium used will be primarily acrylics.

Cycles 2 and 3 — Mr. Graham Taylor, Room ~~26~~ 29

DP-111 Introductory Drawing

This unit offers a preliminary exploration of the elements of drawing. This will include a wide range of materials in relation to varied subject matter. Activities will include outdoor sketching, still life, figure drawing, imaginative composition and creative drawing.

Cycles 1, ~~and~~ 2, 3 — ~~Sister Mary Colette~~ Mr. Newbigging, Room ~~29~~ 28

DP-115 Textiles: Printing and Dying

A series of printing and dying processes with a variety of basic techniques will be developed sequentially. The basic design elements will form the foundation for individual student expression with the following processes: tie and dye, stencilling, lino-block and silk-screening.

Cycle 2 — Mr. Ken Madokoro, Room 25

DP-121 Art in General Education

This unit comprises a series of lectures on elementary pedagogy, philosophy and psychology with special reference to the teaching of art. Such topics as the characteristics of contemporary education, the individual and society, supervision, the learning process, objectives in art teaching, the democratic concept of education will be discussed with the object of developing an insight into the understanding of the role of the art teacher as an educator and as an educational leader in the community.

.....

..... the units of work continued .....

DP-121 (cont'd)

This unit is a prerequisite for all students who wish to receive an elementary certificate.

Nov. 10 to Feb. 9 6:30 - 7:30
March 1 6:30 - 9:30 Mr. Thomas Martin
Mrs. Eva Newbigging
Gymnasium No.1

DP-122 Introduction to Art History

This is a systematic survey of the principal periods of Western Art, with emphasis upon architecture, sculpture and painting as characteristic expressions of an age. Slides will be used to illustrate principal works from these periods.

This unit is a prerequisite for all students who wish to receive an Intermediate Part 1 Certificate.

Nov. 10 to Feb. 9 6:30 - 7:30 Mr. Gordon Macfarlane
March 1 6:30 - 9:30 Gymnasium No.2

DP-132 Basic Print Making

This is an exploratory unit designed to assist the participants in the use of various printing media in the classroom. Techniques investigated will include vegetable, rock, cork and plasticine printing (to mention only a few). As well, rubbings, stencilling, mono printing and lino cutting may be explored.

Cycles 1, 2 and 3 Mrs. Joyce Heeney
Cycles 2,3 Room 22
Cycle 1 Room 29

DP-137b Hand Puppets and Play Production

This unit will explore approaches varying in depth from "instant" puppets and puppet shows to more elaborate puppets and productions.

Cycles 2 and 3 Mr. Leo Velleman
Room ~~19~~26

DP-138 Introductory Paper Techniques

In this unit the student will learn to use paper creatively. The work to be explored will include the use of paper in ways other than that of merely supporting flat work. The three-dimensional use of paper

.....

DP-138 (Cont'd)

will be emphasized, the use of torn paper, paper line composition, mosaics, etc., will be considered.

Cycles 1 and 2 — Mr. Wilfred Morrish, Room 17-18

DP-139 Introductory Sculpture and Modelling (12 days)

The methods of addition, subtraction, manipulation and substitution will be explored in relation to the composition of sculptural form. Experiments will be carried out in a variety of materials and techniques.

Cycles 3 and 4 — Miss Margaret Ray, Room 16 and Room 15

DP-139a Introductory Sculpture and Modelling (Primary & Junior) (6 days)

A study will be made of three dimensional form in relation to media and techniques suitable for children in Kindergarten to Grade 6. Consideration will also be given to the natural mode of expression at these levels. Activities will include modelling, carving and construction.

Cycle 1 — Miss Judie Palmer, Room ~~19~~26

DP-140 Basic Hand Weaving

This unit emphasizes a creative approach to the art of weaving, allowing for experimentation and expression by the use of a variety of materials, with or without looms. Most of the looms will be of the type that can easily be constructed in the ordinary classroom. Weaving into burlap, window screening, wire netting, paper and readily available materials plus the use of simple looms will be explored. An opportunity will be given to construct some simple looms.

Cycle 3 — Mr. Wilfred Morrish, Room 17-18

DP-150 Basic Design

This unit will explore elements and principles of design through discussion and studio experience. It is anticipated that the student will gain increased understanding of these concepts in fields such as pictorial art, sculpture, interior and exterior design and advertising.

Cycles 1 and 2 — Mr. John Dowding, Room 16

..... the units of work continued .....

DP-151 Introductory Enamelling

This unit comprises an elementary study of enamel work. The techniques involved in enamelling on copper will be emphasized. Students will create small pieces using pre-cut shapes as well as shapes they cut themselves.

While adequate copper for a complete unit's work will be provided, students who wish to do extra pieces will be required to purchase their own copper.

Students taking this unit are requested to supply themselves with several rags.

Cycles 1, 2 and 3 — Mr. John Agg, Room 15

DP-232 Advanced Printing Processes (12 days)

Through the employment of a variety of printmaking processes, - monoprinting, collographs, relief blocks and silkscreening, students will have the opportunity to make personal visual statements. By integrating basic design elements, personal content and imaginative interpretation, students will discover both the discipline and the enjoyment of printmaking.

Cycles 3 and 4 — Mr. Ken Madokoro, Rooms 25 and 26

DP-239 Advanced Sculpture and Modelling (12 days)

In this unit students may make a further and more intensive study of materials and techniques in relation to the methods of addition, subtraction manipulation and substitution.

Cycles 3 and 4 — Miss Margaret Ray, Rooms 16 and 15

DP- Individualized Programme Assistance

This unit is designed to help the students fill immediate needs in their art programme as well as to give them the opportunity to benefit from the experience and knowledge of a variety of staff members.

Organization of this unit and the activities to be

.....

DP- (Cont'd)

explored will be planned by the staff and students as the course proceeds. Although some time will be devoted to discussion, the emphasis will be on practical work.

Cycle 4

Sr. Mary Colette - Room 25
Mrs. Joyce Heeney - Room 22
Mr. Thomas Martin - Room 21
Mr. Wilfrid Morrish - Room 17 and 18
Miss Judie Palmer - Room 19
Mrs. Marguerite Pirosko - Room ~~16~~ 18
Mr. John Dowding - Room 16
Mr. Graham Taylor - Room 29

DP 135 Introductory Ceramics

This unit will include methods of hand building pottery and sculpture, practical glazing techniques, design and decoration, and firing techniques.

Cycles 1, 2, 3

Sr. Colette
Room 19

summary of units

NAME _____

Cycle One

			Room
DP-100	Picture Making	Mr. Martin	22
DP-101	Picture Making	Mrs. Pirosko	21
DP-105	Picture Making	Mr. Madokoro	25
DP-111	Introductory Drawing	Mr. Newbigging ~~Sr. Colette~~	~~29~~ 28
DP-138	Paper Techniques	Mr. Morrish	17-18
DP-139a	Sculpture (Pr. & Jr.)	Miss Palmer	~~19~~ 26
DP-150	Basic Design	Mr. Dowding	16
DP-151	Enamelling	Mr. Agg	15
DP-132	Basic Print Making	Mrs. Heeney	29

DP-135 Introductory Ceramics Sr. Colette 19

Cycle Two

			Room
DP-103	Picture Making	Mrs. Pirosko	21
DP-109	Introductory Painting	Mr. Taylor	~~26~~ 29
DP-115	Textiles	Mr. Madokoro	25
DP-132	Basic Print Making	Mrs. Heeney	22
DP-137b	Puppetry	Mr. Velleman	~~19~~ 26
DP-138	Paper Techniques	Mr. Morrish	17-18
DP-150	Basic Design	Mr. Dowding	16
DP-151	Enamelling	Mr. Agg	15
DP-111	Introductory Drawing	Mr. Newbigging	28

Lectures DP-121 and DP-122 6:30 - 7:30 p.m.

DP-135 Introductory Ceramics Sr. Colette 19

NAME _____

Cycle Three

			Room
DP-103	Picture Making	Mrs. Pirosko	21
DP-109	Introductory Painting	Mr. Taylor	~~26~~ 29
DP-111	Introductory Drawing	~~Sr. Colette~~ Mr. Newbigging	~~29~~ 28
DP-132	Basic Print Making	Mrs. Heeney	22
DP-137b	Puppetry	Mr. Velleman	~~19~~ 26
DP-139	Introductory Sculpture	Miss Ray	16
DP-140	Basic Hand Weaving	Mr. Morrish	17-18
DP-151	Enamelling	Mr. Agg	15
DP-232	Advanced Printing	Mr. Madokoro	25
DP-239	Advanced Sculpture	Miss Ray	16
DP-101	Picture Making	Mr. Martin	27

Lectures DP-121 and DP-122

DP-135 Introductory Ceramics — Sr. Colette — 19

Cycle Four

			Room
DP-139	Introductory Sculpture (continued)	Miss Ray	15
DP-232	Advanced Printing (continued)	Mr. Madokoro	26
DP-239	Advanced Sculpture (continued)	Miss Ray	15
DP	Individual Programme Assistance	Sr. Colette	25
		Mrs. Heeney	22
		Mr. Martin	21
		Mr. Morrish	17-18
		Miss Palmer	19
		Mrs. Pirosko	17-18 ~~16~~
		Mr. Dowding	16
		Mr. Taylor	29

More information about this unit will be available later.

timetable

WEDNESDAY EVENINGS From September 22, 1971 to May 3, 1972.
6:30 p.m. - 9:30 p.m.

SATURDAY MORNINGS of November 6, December 4 and April 8.
9:00 a.m. to 12:00 Noon.

Sept.22	Sept.29	Oct. 6	Oct. 13	Oct. 20	Oct. 27	Nov. 3	
Regis-tration	ONE - 1	ONE - 2	ONE - 3	ONE - 4	ONE - 5	ONE - 6	
Sat. Nov. 6	Nov. 10	Nov. 17	Nov. 24	Dec. 1	Sat. Dec. 4	Dec. 8	Dec. 15
TWO - 1	TWO - 2 Lectures	TWO - 3 Lectures	TWO - 4 Lectures	TWO - 5 Lectures	TWO - 6	TWO - 7 Lectures	TWO - 8 Lectures
Jan. 5	Jan. 12	Jan. 19	Jan. 26	Feb. 2	Feb. 9	Feb. 16	Feb. 23
THREE-1 Lectures	THREE-2 Lectures	THREE-3 Lectures	THREE-4 Lectures	THREE-5 Lectures	THREE-6 Lectures	THREE-7	THREE-8
Mar. 1	Mar. 8	Mar. 15	Mar. 29	Apr. 5	Apr. 12	Apr. 19	Apr. 26
Lectures Only 6:30 - 9:30	FOUR -1	FOUR -2	FOUR - 3	FOUR - 4	Special Program	FOUR - 5	FOUR - 6

SATURDAY, April 8 (or Alternate Date) - - Field Trips
WEDNESDAY, May 3 - Open House and Displays

elementary

SELECTING A PERSONAL PROGRAMME

In choosing your units of work to complete an Elementary Certificate please consider the following:

(a) It is compulsory for you to select one of the "Picture Making and Programming" units (DP-100, DP-101, DP-103 or DP-105) which are being offered.

(b) It is compulsory for you to select the Lecture unit DP-121 "Art in General Education."

(c) Summarize the gaps in your knowledge about art. Which course should you choose in order to become more proficient in your work as a teacher of this subject?

(d) Think of the age range of the students you teach, the current trends in education and the type of programming you use. Select courses which would lend themselves to strong correlation with the lives of the students under your charge and with the community in which you work.

SUMMARY

- One "Picture Making and Programming" unit is compulsory.
- Lecture unit DP-121 is compulsory.
- You are free to elect your other units from any of those which are offered. (Units in the 100's are exploratory in Nature).

MINIMUM ATTENDANCE LEADING TO CERTIFICATION IS THREE HOURS FOR EACH DAY THE COURSE IS IN SESSION.

intermediate

SELECTING A PERSONAL PROGRAMME

In choosing your units of work to complete an Intermediate Part One Certificate, please consider the following:

(a) It is compulsory for you to select either Unit DP-109, Elementary Painting or DP-111, Elementary Drawing.

(b) It is compulsory for you to select the Lecture Unit DP-122, Introduction to Art History.

(c) Select a programme which includes both two and three dimensional activities.

(d) Select some work similar to that in which you enjoyed the most success in previous units.

(e) If you plan to qualify for either a Specialist or Supervisor Certificate in the future, it would be especially beneficial for you to enrol in the Design Unit DP-150.

SUMMARY

- Unit DP-109 or DP-111 is compulsory.
- Lecture Unit DP-122 is compulsory.
- You are free to elect your other units from any of those which are offered. (The Design Unit DP-150 is recommended)

MINIMUM ATTENDANCE LEADING TO CERTIFICATION IS THREE HOURS FOR EACH DAY THE COURSE IS IN SESSION.

WINTER COURSE IN ART

DUFFERIN-PEEL COUNTY ROMAN CATHOLIC SEPARATE SCHOOL BOARD

1971 - 1972

form B

NAME: _____

GRADE LEVEL TAUGHT: _____

UNIT TAKEN IN CYCLE ONE [ ]

UNIT TAKEN IN CYCLE TWO [ ]

UNIT TAKEN IN CYCLE THREE [ ]

CYCLE FOUR:

DAY	AREA OF EXPLORATION	STAFF MEMBER	SIGNATURE
1			
2			
3			
4			
5			
6			

working at your programme

STANDARD OF WORK

Students are often concerned about the standard of excellence they should reach in their manual work. How proficient should you be in art? It is felt that in the brief time allotted to the units, students should have as broad a survey of activities as possible. However, it is hoped that each student will strive to develop a degree of workmanship which is creative and personally satisfying.

No one expects you to become an artist in a preliminary winter course. All the staff hopes is that you may have experiences which will enable you to become a better teacher. Therefore, do not repeat work just to perfect a skill. Skill is useful to have, but if you want to achieve it, practice between the end of this winter session and the beginning of the next session.

Once you have mastered enough of a technique to use it in a classroom, decide without delay your next field of exploration.

PRESCRIBED READING

With the exception of some of the lecture units, there is no "prescribed reading" for the units of work. An intelligent person reads a book to answer questions which have arisen during his experience. Probably no two persons will want to find the answers to exactly the same questions, and it would seem under the circumstances, to be wasteful of time and energy to do "prescribed reading".

WRITTEN ASSIGNMENTS

What has been said concerning "prescribed reading" applies also to "written assignments". However, written assignments may be involved with the work of the lecture unit or as part of a workshop unit in order to strengthen or develop a concept of planning or programming which is being developed by the staff member concerned. If the participant wishes to write on any topic in order to clarify his thinking or to help him recall useful information which he has discovered, then any writing which is done will be for his own benefit and not as proof of the work done.

EXAMINATIONS

Counsellors and instructors do not set examination papers. Lecturers, however, may give short tests throughout their units or may set a final paper. They may, on the other hand,

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EXAMINATIONS (Cont'd)

summarize a student's progress by means of a "term's work" or in any other manner they may wish to choose.

NOTEBOOKS

Students are expected to keep notebooks during the winter session. Your notebook, suitably illustrated, should contain such information as will be valuable to you when you return to your teaching position. Your notebook should reflect your interest and concern for the work in which you are involved. Write only what is necessary and useful to your situation.

a) Short descriptions of new techniques learned, including the materials and tools involved.

b) Suggestions for correlations of those techniques with other areas of school life.

c) A brief summary of valuable theory (both of aesthetics and of methodology) connected with the techniques which your co-workers and your staff members have contributed.

d) An outline of the problems discussed by lecturers which are of importance to you.

e) Short accounts of any reading which may have bearing upon the topics outlined in your notebook.

when you finish a unit of work

At the close of each unit of work you have a number of things to do:

(a) The Progress Record Card, which you received upon registration, will be returned to you on the last day of each cycle. These cards have spaces for a record of the activities explored under the guidance of the staff member.

(b) WRITE IN INK a short description of the work which you completed in the proper spaces on this record card.

(c) Take your card, together with work which you have completed to the staff member for evaluation. If you have completed the work required in that unit, and if you and the staff member feel you have progressed satisfactorily, he or she will mark your card "Complete" and sign it.

(d) LEAVE your card with the staff member.

general information

CURRENT ANNOUNCEMENTS

Please check the bulletin board EACH evening as you enter the school.

COFFEE BREAK

Plans are underway for purchase of light refreshments during the fifteen minute break. Definite arrangements will be announced later.

SMOKING

Because of fire regulations in general and the hazards associated with art materials there is a strict NO SMOKING LAW inside the building with the exception of the area which will be designated. Remember please:
SMOKING IS POSSIBLE IN THE DESIGNATED AREA ONLY

VISITORS

Please feel free to invite your friends to visit the course sessions at any time. An Open House will be held on the last evening of the course for which a special display will be prepared.

DISPLAY OF STUDENT'S WORK

It may be easily understood that displays of work are rather difficult to arrange since we are visitors in a school with its own busy schedule of events. If displays are mounted, students must not remove work from display boards, but should obtain it from the staff member after it has been returned to the room where it was produced. Students will be expected to assist in arranging these displays.

TOOLS AND SUPPLIES

Owing to the high cost of art supplies, students are asked to be particularly careful not to be wasteful of any material. Every student is urged to bring a pair of scissors, since no scissors will be supplied. Sufficient quantities of all other tools and supplies for normal activities are available at no extra cost. Should a student wish to use more than the usual quantity of any material, a charge will be made to cover this extra cost.

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STUDENT'S ABSENCE

It will be realized that even one evening's absence is a serious matter in a concentrated winter session such as this. Students who wish to obtain an art certificate should not be absent from any class written on Form A. However, should you be prevented from attending a class it is your responsibility to report the reason for this absence to the office when you return. It is also your responsibility to complete the work which has been missed and take it to the staff member concerned.

EVALUATING THE WINTER SESSION

No matter how thoughtfully a winter session of this kind is planned, there is always room for improvement. Students, who are people with the greatest insight into the success of the course, are asked to evaluate the existing organization. They should suggest means of improving present conditions whenever a practical idea occurs to them. Many of the present arrangements at the art courses are based on the suggestions offered by students at former winter and summer sessions. Please feel free to approach the staff or principal with your suggestions.

LIBRARY

The Art Course has purchased approximately 150 books related to art and art education. These may be borrowed on a weekly basis. Further information will be given regarding these books.

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